

**WOODLAND PARK CITY COUNCIL  
REGULAR MEETING MINUTES  
COUNCIL CHAMBERS, CITY HALL  
JANUARY 3, 2008 – 7:00 P.M.**

**1. CALL TO ORDER**

**2. ROLL CALL:** Crane called the meeting to order at 7:00 P.M. Sciacca called the roll with the following Council members being present: Mayor Gary Crane, Terry Harrison, Ken Matthews, Phil Mella, George Parkhurst and Steve Randolph.

The following Staff Members were also in attendance:

City Manager David Buttery	Deputy City Clerk Janell Sciacca
Police Chief Robert Larson	Finance Director Kellie Case
Utilities Director Jim Schultz	Planning Director Sally Riley
Public Works Director Bill Alspach	Public Works Assistant Pat Mancini
City Attorney Erin Smith	

**3. PLEDGE OF ALLEGIANCE:**

Mayor Crane led the Pledge of Allegiance.

**4. CEREMONIES, PRESENTATIONS & APPOINTMENTS:**

**A.** Presentation of Young Citizen of the Quarter Award.

Crane invited Courtney Ankrum and family to join him at the podium and read a brief statement into the record detailing Ankrum's accomplishments. He then presented her with a plaque and City pin. Ankrum thanked the Council, teacher Nancy Ellis, and North Teller Build a Generation for the honor and her Mom for her support.

Crane announced that interviews with applicants for the Planning Commission, Historic Preservation Committee and Board of Adjustment had taken place prior to the regular meeting and that voting would take place by paper ballot. He noted that Mella requested not to vote due to the fact that he was not present for the interviews.

**B.** Consider appointments to Woodland Park Planning Commission.

Sciacca collected the paper ballots and read each aloud as follows:

Crane voted for Hartsfield, Millard & Harvey  
Harrison voted for Millard, Harvey & Hartsfield  
Matthews voted for Hartsfield, Millard & Harvey  
Parkhurst voted for Hartsfield, Millard & Harvey  
Randolph voted for Hartsfield, Millard & Harvey

**C.** Consider appointments to Woodland Park Historic Preservation Committee.

Due to the fact there were only two (2) applicants for the two (2) open positions, a regular vote was conducted.

**MOTION:** To appoint Gary Litchenberg & Laurie Glauth to the Historic Preservation Committee. Crane/Randolph. Motion carried 6-0.

**D.** Consider appointments to Woodland Park Board of Adjustment.

Sciacca collected the paper ballots and read each aloud as follows:

Crane voted for Propes, Carr & Sperry

Harrison voted for Carr, Olson & Hanlon

Matthews voted for Propes, Carr & Sperry

Parkhurst voted for Propes, Carr & Sperry

Randolph voted for Propes, Carr & Sperry

**MOTION:** To appoint Charles Olson as an alternate member of the Board of Adjustment. Harrison/Parkhurst. Motion carried 6-0.

Sciacca administered the Oath of Office to Hartsfield, Harvey, Olson & Carr with the remaining oaths to be conducted individually by the City Clerk's Office.

**5. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA:** None.

**6. CONSENT CALENDAR:**

**A.** Approve minutes of December 6, 2007 Regular Meeting. **(A)**

**B.** Approve November 2007 Statement of Expenditures and authorize Mayor to sign warrants in payment thereof. **(A)**

**C.** Approve annual renewal of 3.2% Beer License for Loaf N Jug #26 located at 260 E. Highway 24, to be effective February 22, 2008. **(QJ)**

**D.** Approve annual renewal of 3.2% Beer License for Loaf N Jug #51 located at 790 Red Feather Lane, to be effective February 22, 2008. **(QJ)**

**E.** Approve annual renewal of 3.2% Beer license for Loaf N Jug #69 located at 519 W. Highway 24, to be effective February 22, 2008. **(QJ)**

Crane read the Consent Calendar item into the record.

**MOTION:** To approve the Consent Calendar as presented. Mella/Randolph. Motion carried 6-0.

**7. UNFINISHED BUSINESS:** None.

**8. ORDINANCES ON INITIAL POSTING:**

**A.** Approve Ordinance 1090 declaring the public notification process and method for the City of Woodland Park for 2008 on initial posting and set the public hearing for January 17, 2008. **(A)**

**MOTION:** To approve Ordinance 1090 on initial posting and set the public hearing for January 17, 2008. Mella/Matthews. Motion carried 6-0.

**9. PUBLIC HEARINGS:**

**A. TABLED FROM DECEMBER 6, 2007:** Consider Ordinance 1087 amending the 2007 Budget. **(A)**

Case presented the Ordinance reviewing the spreadsheet she had distributed detailing the changes that had been requested and voted upon by Council at previous meetings. She requested approval following the Public Hearing. The Public Hearing was held without comment.

**MOTION:** To approve Ordinance 1087 as presented. Randolph/Mella. Motion carried 6-0.

**B. TABLED FROM DECEMBER 6, 2007:** Consider approval of the 2008 Budget and Ordinance 1088 appropriating sums of money to the various funds, in the amounts and for the purpose as set forth for the 2008 Budget Year. **(A)**

Case presented the Ordinance referring the Council to the final copy of the 2008 Budget that had been distributed to them. She then directed them to an accompanying synopsis which she reviewed for their and the viewing public's benefit. Case requested approval following the Public Hearing. The Public Hearing was held without comment.

**MOTION:** To approve Ordinance 1088 as presented. Crane/Matthews. Harrison questioned who would oversee the DDA's expenditure of the Promotional Contributions line item. Crane replied the Board of Directors would approve use of those funds. Motion carried 6-0.

**10. NEW BUSINESS:**

**A.** Consider Resolution 686 establishing the Single Family Residential Water Tap Allotment for 2008. **(A)**

Schultz presented the Staff Report and requested approval of Resolution 686. Matthews clarified that Staff was recommending allocation of 83 taps for 2008, but only 30 were used in 2007. Schultz replied that was correct. Crane asked if Staff foresaw granting any outside user agreements. Schultz replied that Staff did not anticipate any, but that there was no law prohibiting them.

**MOTION:** To approve Resolution 686 as presented. Randolph/Parkhurst. Motion carried 6-0.

**11. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** None.

**12. REPORTS:**

**A.** Mayor's Report: Crane reported that the Mayor's Committee on Community Investment funding had been selected. He further stated that he, Councilman DeVaux, City Clerk Cindy Morse, Connie Joiner, Darwin Naccarato, and Gayle Gross would be attending the first meeting on Tuesday, January 8, 2008 at 6:00 PM in City Hall.

**B.** Council Reports: None.

C. City Attorney's Report: None.

D. City Manager's and Department Managers' Reports: None.

**13. COMMENTS ON WRITTEN CORRESPONDENCE:** None.

**14. ADJOURNMENT:** There being no further business, the meeting was adjourned at 7:40 P.M.

Recorded by:

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Janell Sciacca, CMC  
Deputy City Clerk

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2008.

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Gary Crane  
Mayor